



DAPS Registration and Sixth Class Approval Form – for use by Day Students

Instructions: Please complete the appropriate section of the form below and return it to the Registrar's office.

Student Name: _____

Student ID: _____

Phone Number: _____ E-Mail Address: _____

COURSE SELECTION

Course #	Course Title	Online (Yes/No)	Day/Time	Term/Year
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Approval for 4th or 5th Class in DAPS

A Day student adding a 5th class in DAPS must be in good academic standing with the college and have a GPA of at least a 2.1 to take a DAPS class on campus, or at least a 2.3 to take a class online.

Student's Signature: _____ Date: _____

Dean of International Academic Operations: _____ Date: _____

(International Students only)

Registrar's Office: _____ Date: _____

Blackboard Update: Y / N

Approval for 6th Class in Day or DAPS

A Day student adding a sixth class must be in good academic standing with the college and have a GPA of at least a 2.5.

Student's Signature: _____ Date: _____

Dean of International Academic Operations: _____ Date: _____

(International Students only)

Registrar's Office: _____ Date: _____

Blackboard Update: Y / N

Payment Required? ____

Summer DAPS Registration

A Day student wishing to take a summer class must have a GPA of at least a 2.0. Exceptions to the GPA requirement may be approved the Assistant Dean of Academic Affairs or Vice President of Academic Affairs. Students on Academic Probation will not be permitted to take an online class in DAPS.

Any student planning to complete internship requirements during the summer months must register for the summer internship course (15 week course) and obtain approval from their Program Director.

Student's Signature: _____ **Date:** _____

Dean of International Academic Operations: _____ **Date:** _____

(International Students only)

Registrar's Office: _____ **Date:** _____

Blackboard Update: Y / N

Payment Received: ☐ Yes ☐ No

Intersession: 3/5 Weeks

A Day student wishing to take an intersession class must have a GPA of at least a 2.5. Exceptions to the GPA requirement may be approved the Assistant Dean of Academic Affairs or Vice President of Academic Affairs. Students on Academic Probation will not be permitted to take an intersession class in DAPS.

Student's Signature: _____ **Date:** _____

Dean of International Academic Operations: _____ **Date:** _____

(International Students only)

Registrar's Office: _____ **Date:** _____

Blackboard Update: Y / N

Payment Received: ☐ Yes ☐ No